



# APPLICATION SPECIAL USE PERMIT

SUP 2009-0025

## ADMINISTRATIVE CHANGE OF OWNERSHIP OR MINOR AMENDMENT

☒ **Change of Ownership**      ☐ **Minor Amendment**

[must use black ink or type]

**PROPERTY LOCATION:** 1775 Duke Street, Alexandria, VA 22314

**TAX MAP REFERENCE:** 073.01-02-01-0

**ZONE:** OCH

### APPLICANT

Name: Central Michigan University/ProfEd  
Address: 802 Industrial Drive, Mount Pleasant, MI 48858

### PROPERTY OWNER

Name: National Credit Union Administration  
Address: 1775 Duke Street, Alexandria, VA 22314

**SITE USE:** Educational use in a commercial (OCH) zone

☒ **THE UNDERSIGNED** hereby applies for a Special Use Permit for **Change in Ownership**, in accordance with the provisions of Article XI, Division A, Section 11-503 (5)(f) of the 1992 Zoning Ordinance of City of Alexandria, Virginia.

☐ **THE UNDERSIGNED**, having read and received a copy of the special use permit, hereby agrees to comply with all conditions of the current special use permit, including all other applicable City codes and ordinances.

☐ **THE UNDERSIGNED** hereby applies for a Special Use Permit for **Minor Amendment**, in accordance with the provisions of Article XI, Division A, Section 11-509 and 11-511 of the 1992 Zoning Ordinance of City of Alexandria, Virginia.

☐ **THE UNDERSIGNED**, having obtained permission from the property owner, hereby requests this special use permit. The undersigned also attests that all of the information herein required to be furnished by the applicant are true, correct and accurate to the best of his/her knowledge and belief

D. Ernest Bedford Jr

Print Name of Applicant or Agent

CMU/ProfEd, 802 Industrial Drive

Mailing/Street Address

Mount Pleasant, MI 48858

City and State

Zip Code

Signature

(989) 774-4464

Telephone #

bedfo1de@cmich.edu

Email address

11/14/2008

Date

(989) 774-3232

Fax #

### DO NOT WRITE IN THIS SPACE - OFFICE USE ONLY

Application Received: \_\_\_\_\_

Fee Paid: \$ \_\_\_\_\_

Legal advertisement: \_\_\_\_\_

ACTION - PLANNING COMMISSION \_\_\_\_\_

ACTION - CITY COUNCIL: \_\_\_\_\_

**The following information must be furnished to the Department of Planning and Zoning to determine if the current use conducted on the premises complies with the special use permit provisions and all other applicable codes and ordinances.**

**1. Please describe prior special use permit approval for the subject use.**

Most recent Special Use Permit # 95-0074

Date approved: 6 / 17 / 95  
month day year

Name of applicant on most recent special use permit King Street IV Associates

Use Educational use in a commercial (OCH) zone: The George Washington University

**2. Describe below the nature of the existing operation in detail** so that the Department of Planning and Zoning can understand the nature of the change in operation; include information regarding type of operation, number of patrons served, number of employees, parking availability, etc. (Attach additional sheets if necessary.)

The proposed use is a continuation of an education facility for which George Washington University ("GWU") received SUP 95-0074. That application indicated a 11,652 square foot graduate education facility serving 260 - 500 students with a maximum of 300 students at any one given time. The school generally operated between 5:00 P.M. and 10:00 P.M., Monday through Friday, with weekend daytime classes. GWU required a maximum of 25 employees. The SUP was granted for a reduction of the required 150 parking spaces based on the availability of surplus parking in the King Street Station garage, public transportation and weekend/night use.

**3. Describe any proposed changes to the business from what was represented to the Planning Commission and City Council** during the special use permit approval process, including any proposed changes in the nature of the activity, the number and type of patrons, the number of employees, the hours, how parking is to be provided for employees and patrons, any noise emitted by the use, etc. (Attach additional sheets if necessary)

See attached addendum 1 for details.

Generally, the new ownership will continue the nature of the activity (education) but with a reduction in numbers of students and employees, thus reducing the parking demand.

Initially, the school will occupy approximately 8,000 square feet with a potential future expansion area of approximately 2,200 square feet.

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4. Is the use currently open for business?

☐

Yes

☒

No

If the use is closed, provide the date closed.

8 / 31 / 08  
month day year

5. Describe any proposed changes to the conditions of the special use permit:

None to the approved conditions.

6. Are the hours of operation proposed to change?

☐

Yes

☒

No

If yes, list the current hours and proposed hours:

Current Hours:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Proposed Hours:

9AM through 6PM Monday - Friday

(Staff)

6PM through 10PM Monday - Friday

8Am through 5PM Weekend (Classes)

7. Will the number of employees remain the same?

☐

Yes

☒

No

If no, list the current number of employees and the proposed number.

Current Number of Employees:

SUP approved for 25 employees

Proposed Number of Employees:

4 full-time/part-time teachers

8. Will there be any renovations or new equipment for the business?

☒

Yes

☐

No

If yes, describe the type of renovations and/or list any new equipment proposed.

Minor interior, cosmetic modifications to include carpet, paint, installation of low voltage wiring and installation of second egress as shown on Exhibit 1.

9. Are you proposing changes in the sales or service of alcoholic beverages?

☐

Yes

☒

No

If yes, describe proposed changes:

N/A

- 10.
- Is off-street parking provided for your employees?**

Yes ☐ No

If yes, how many spaces, and where are they located?

King Street Station garage

- 11.
- Is off-street parking provided for your customers?**

Yes ☐ No

If yes, how many spaces, and where are they located?

King Street Station garage

- 12.
- Is there a proposed increase in the number of seats or patrons served?**

Yes ☒ No

If yes, describe the current number of seats or patrons served and the proposed number of seats and patrons served. For restaurants, list the number of seats by type (i.e. bar stools, seats at tables, etc.)

Current:

  
  
  

Proposed:

See Attached  
  
  

- 13.
- Are physical changes to the structure or interior space requested?**

Yes ☐ No

If yes, attach drawings showing existing and proposed layouts. In both cases, include the floor area devoted to uses, i.e. storage area, customer service area, and/or office spaces. See #8

- 14.
- Is there a proposed increase in the building area devoted to the business?**

Yes ☒ No

If yes, describe the existing amount of building area and the proposed amount of building area.

Current:

  
  
  

Proposed:

  
  
  

- 15.
- The applicant is the**
- (check one)



Property owner



Lessee



other, please describe: \_\_\_\_\_

- 16.
- The applicant is the**
- (check one)



Current business owner



Prospective business owner



other, please describe: \_\_\_\_\_

17. Each application shall contain a clear and concise statement identifying the applicant, including the name and address of each person owning an interest in the applicant and the extent of such ownership interest. If the applicant, or one of such persons holding an ownership interest in the applicant is a corporation, each person owning an interest in excess of ten percent (10%) in the corporation and the extent of interest shall be identified by name and address.

For the purpose of this section, the term "ownership interest" shall include any legal or equitable interest held in the subject real estate at the time of the application. If a nonprofit corporation, the name of the registered agent must be provided.

**Please provide ownership information here:**

See Attached Addendum 2

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